



**Metro**

Los Angeles County  
Metropolitan Transportation Authority

One Gateway Plaza  
Los Angeles, CA 90012-2952

213.922.2000 Tel  
metro.net

March 13, 2020

RRED13278

Mr. Hugo Ortiz  
District Director  
Care of: The Honorable Councilman Gilbert Cedillo  
Office of Councilmember Gilbert A. Cedillo  
Los Angeles City Council, District 1  
5577 N. Figueroa Street  
Los Angeles, CA 90042

Subject: Past Due Fees, City of Los Angeles Community Vendor Permit

Dear Mr. Ortiz,

As discussed in our meeting on January 30, 2020, listed below is a summary listing all permits with copies enclosed that were executed between the Los Angeles County Metropolitan Transportation Authority (Metro) and City of Los Angeles (COLA). Permits were granted to the City to support and organize a Community Vendor Market at Metro's Westlake MacArthur Park Station Plaza area.

Agreement summary and payment history are as follows:

RRED013271 - Term: March 30, 2017 – February 28, 2018

\$3,000. Permit Fee required within Permit.

Permit executed March 24, 2017.

**Annual Permit Fee of \$3,000. received March 20, 2018 under Warrant Number 0300836668 for period covering March 1, 2017 – February 28, 2018.**

ROE18731RED – Term: March 1, 2018 – March 31, 2018

\$3,000. Administrative Fee required within Permit. No payment received.

Permit executed February 28, 2018.

ROE18738RED – Term: April 1, 2018 – April 30, 2018

\$3,000. Administrative Fee required within Permit. No payment received.

Permit executed March 28, 2018.

ROE18749RED – Term: May 1, 2018 – May 31, 2018

\$3,000. Administrative Fee required within Permit. No payment received.

Permit executed April 30, 2018.



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ROE18762RED – Term: June 1, 2018 – June 30, 2018  
\$3,000. Administrative Fee required within Permit. No payment received.  
Permit executed May 31, 2018.

ROE18769RED – Term: July 1, 2018 – July 31, 2018  
\$3,000. Administrative Fee required within Permit. No payment received.  
Permit executed June 26, 2018.

ROE18775RED – Term: August 1, 2018 – August 31, 2018  
\$3,000. Administrative Fee required within Permit. No payment received.  
Permit executed July 30, 2018.

ROE18794RED – Term: September 1, 2018 – December 31, 2018  
\$3,000. Administrative Fee required within Permit. No payment received.  
Permit executed September 17, 2018.

RRED013278 – Term: March 1, 2018 – February 28, 2021

- \$3,000. Administrative Fee required within Permit.
- Shared cost for deployment of four (4) LAPD Officers on daily basis.

**Fees are due at the beginning of the term. Invoices attached for period of March 1, 2018 – February 28, 2019. No payment received.**

RRED013278 – Term: March 1, 2019 – February 28, 2020

- \$3,000. Administrative Fee required within Permit.
- Shared cost for deployment of four (4) LAPD Officers on daily basis.

**Fees are due at the beginning of the term. Invoices attached for the period of March 1, 2019 – February 28, 2019. No payment received.**

RRED013278 – Term: March 1, 2020 – February 28, 2021

- \$3,000. Administrative Fee required within Permit.
- Shared cost for deployment of four (4) LAPD Officers on daily basis.

**Fees are due at the beginning of the term. Invoices attached for the period of March 1, 2020 – February 28, 2021.**



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**Permit Fees:**

With regards to payments received from the COLA for the period commencing March 24, 2017 through February 18, 2020, notation is made above. Listed below and enclosed are all open invoices for the \$3,000 permit fee. The permit requires all fees be paid at the beginning of each term.

**Current past due permit fees are:**

March 1, 2018 – February 28, 2019  
\$3,000.00 Annual Administrative Permit Fee

March 1, 2019 - February 28, 2020  
\$3,000.00 Annual Administrative Permit Fee

March 1, 2020- February 28, 2021  
\$3,000.00 Annual Administrative Permit Fee

The past due total for **Annual Administrative Permit Fees is: \$9,000.**

**LAPD Shared Costs: Past Due, Contract Modification and Invoicing**

Regarding LAPD fixed post at that station, for which LA City shall pay half per the agreement, those actual expenditures are outlined below and reflected in the attached invoices. While the agreement calls for an LAPD expenditure of \$554,800.00, Metro will only bill for actual services rendered. LAPD officer's rates change year to year as outlined below. Once Metro has been made whole for the past due payment from LA City, future invoicing for LAPD services under agreement will no longer occur at the start of permit but will be as invoiced by LAPD to LA Metro on a 28 day cycle. This change will be reflected in a contract modification to both the market permit as well as the LAPD policing contract for LA Metro. For planning purposes related to billing, Metro is billed within 60 days of when services are rendered by LAPD for this enhancement for each 28 day billing cycle. LAPD's average 28 day billing cycle from 2017 through 2020 is \$91,000 with 3-4% COLA increase per LAPD collective bargaining agreement. Therefore, please continue to budget to pay \$554,800 plus annual 4% COLA increases for 2020. As noted above in the 60 day invoice requirements for LAPD, LAPD has not yet invoiced for actual expenses for 2020.



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**LAPD's invoicing to Metro for Westlake Vendor Market and LA City's ½ Share**  
*\* Copies of LAPD Invoicing Attached*

LAPD Year 1 (Start date: 10/23/2017 – 07/07/2018)

Total Amount Invoiced \$685,992.85

½ of Amount Past Due for LA City \$342,961.43

LAPD Year 2 (07/08/2018 – 07/06/2019)

Total Amount Invoiced \$1,011,206.44

½ of Amount Past Due for LA City \$505,603.22

LAPD Year 3 (07/07/2019 – 12/21/2019)

Total Amount Invoiced \$544,445.30

½ of Amount Past Due for LA City \$272,222.65

The past due total for **Annual Administrative Permit Fees is: \$9,000.**

The past due total for **City's share of Annual Shared Costs for LAPD Security Services is: \$1,120,787.30**

When remitting payments to Metro please mail directly to:

Los Angeles County Metropolitan Transportation Authority  
One Gateway Plaza, MS 99-22-73  
Los Angeles, Ca 90012  
Attention: Diane Dominguez

To ensure checks are properly applied, please reference account number RRED013278.

Moving forward, Metro has no objection to amending the agreement for flexibility with COLA's, payment structure and budget processes. Prior to committing to any amendments to the existing agreement, all past due fees must be paid in full.

In addition to the rent due dates, vendor selection and operating criteria, table and tent display and presentation, type of merchandise to be sold will be included in the amendment agreement.



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If you have any questions, please call me at Dianne Dominguez at 213) 922-5253.

Sincerely,

/s/

Project Manager

Enclosures:

Permits from 2017 to 2021  
Signed LAPD Invoices from 2017 to 2019

cc:

Robert Green  
Ron Dickerson  
John Potts  
Dianne Dominguez  
Carolina Coppolo  
Aielyn Dumaua